

POLICY FAMILY	DIFFICULT PROBLEMS- K-12	751
<u>751.</u>  Drugs and alcohol	<ol style="list-style-type: none"> <li>1. Drugs are defined as: "Any substance listed and defined as a controlled substance Chapter 94C of the General Laws of Massachusetts pertaining to the Controlled Substances Act of 1971 and any alcoholic beverage."</li> <li>2. Drug abuse is defined as: "The illegal possession, sale, or illicit use of drugs on school property by students or others."</li> </ol>	
Regulation and procedures regarding the illicit use of drugs	<ol style="list-style-type: none"> <li>1. In general, problems and suspected problems in the illicit use of drugs will be handled according to the customary pattern of accident and illness procedures already in effect in each school.</li> <li>2. Situations not of an emergency nature:               <ol style="list-style-type: none"> <li>a. If an instance of illicit drug use is discovered by school personnel –                   <ol style="list-style-type: none"> <li>1. Refer student to school nurse.</li> <li>2. School nurse notifies principal.</li> <li>3. Principal will notify the parents (and the counselors in the secondary schools).</li> </ol> </li> <li>b. If a student voluntarily tells a confidant on the school staff of a personal drug problem, the trust should be maintained, with the confidant making every effort to convince the student to either inform his parents or allow the confidant to do so. If this fails, the health and guidance staff should be prepared to direct a student to appropriate local resources.</li> </ol> </li> <li>3. If a student's illicit use of drugs becomes evident and creates an emergency situation, the actions toward the student should be channeled through the school's health services.   <u>Teacher:</u> Immediately see that the student is taken, personally or by other school personnel, to the school nurse, giving her all pertinent information. Be prepared to discuss facts and impressions (carefully distinguishing between the two) with pupil services personnel and school officials at a later date. Keep written record of the incident.   <u>Guidance Counselor:</u> In case of emergency the guidance counselor will follow the role for teacher as described above.   <u>School Nurse:</u> Determine whether in fact this is an emergency. If it is, steps outlined in handling cases of major medical problems or accidents to pupils should be followed. They are:                   <ol style="list-style-type: none"> <li>1. First aid - as may be necessary, should be administered.</li> <li>2. Advise the principal.</li> <li>3. The parent should be notified immediately of the student's condition.</li> <li>4. If the parent cannot be reached, and the student's family physician cannot be reached, the student will be transported to the hospital. The parent should be notified at the earliest possible moment thereafter.</li> </ol> </li> </ol> <p><u>School Principal:</u></p> <ol style="list-style-type: none"> <li>1. Be certain the guidance personnel and school nurse are aware of the problem.</li> </ol>	

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	<p>2. Be sure parents are immediately notified of circumstances.</p> <p>3. Notify the police if the situation warrants such action.</p> <p>4. Notify Director of Pupil Personnel Services.</p> <p>5. Keep the Superintendent fully informed.</p> <p>4. Following an instance of suspected illicit use of drugs, the principal will institute follow-up procedures which will include a review of the situation and consideration of appropriate action. Such action might include disciplinary measures, counseling and/or referral to other agencies, or notification of the police. If controlled or narcotic drugs are involved, an attempt should be made to determine whether they were for personal use or for distribution. If drugs were for distribution, the local police will be notified.</p>
	<p>1. Handling controlled substances: the nurse and school principal or assistant principal shall be responsible for handling controlled substances. Any other persons in the schools who come into possession of controlled substances shall as soon as possible, turn them over to these designated persons. Receipts must be furnished upon presentation and demanded upon relinquishing possession. A procedure for maintaining confidentiality will be developed between the building principals and the local police department.</p> <p>2. Offenses should be reported to designated officials as follows:</p> <ul style="list-style-type: none"> <li>a. School personnel will report suspected possession or sale of controlled substances to the building principal.</li> <li>b. Upon observing a student in possession of controlled substances, school personnel should take immediate possession of the controlled substance and turn it over to the building principal.</li> <li>c. Building principals: <ul style="list-style-type: none"> <li>1. Should turn over to police all controlled substances coming into their possession with information about how it was obtained.</li> <li>2. Are responsible for reports to Superintendent, parents, local police and state agencies.</li> </ul> </li> </ul> <p>3.**Under the supervision of the School Administrator or his designate, a student's locker or desk may be searched under the following conditions:</p> <ul style="list-style-type: none"> <li>a. The probable presence of contraband materials poses a threat to the maintenance of discipline and order in the school and</li> <li>b. The students have been informed in advance*, that under school board regulations, desks and lockers may be inspected if the Administration has reason to suspect that materials injurious to the best interests of the school are kept on school property.</li> </ul> <p>Such an invasion of the student's personal property will be conducted only as an extreme measure and only in cooperation with the police department but not by the police department.</p> <p style="text-align: right;">Continued on next page.</p>

<p>Adopted 4/2/80</p> <p>Amended 12/4/85</p>	<p>4.**The procedure to be used when police questioning of students during school time is necessary concerning violations of the Controlled Substances Act is as follows:</p> <ol style="list-style-type: none"> <li>Questioning will be conducted by the police with the school principal present.</li> <li>Police officers will not remove a student for questioning from the school except on specific instruction and authorization by the parent or guardian to the building principal.</li> </ol> <p>*This should be done at the beginning of each school year and general meetings of students when other rules and regulations are explained. This statement may also be included in the senior high school student handbook.</p> <p>**These procedures apply in general as well as in instances of suspected substance abuse.</p>
<p><u>752.</u></p> <p>Smoke Free Schools</p> <p>Adopted 12/15/93</p>	<ol style="list-style-type: none"> <li>The Shrewsbury School Committee is dedicated to providing a healthy, comfortable, and productive environment for staff, students and citizens. The School Committee believes that education plays a critical role in establishing life long health habits for its students. A comprehensive health curriculum K-12 emphasizing the dangers of tobacco, drugs and alcohol remain major goals for the school district. The Shrewsbury School Committee also has a strong interest in the health of its employees, and, in their serving as positive role models for students. Therefore, the Committee, effective September 1, 1993, prohibits smoking and the use of tobacco products in all Shrewsbury school buildings and school grounds.</li> <li>Section 37H of Chapter 71, The Education Reform Act of 1993, states the following, “The superintendent of every school district shall publish the district’s policies pertaining to the conduct of teachers and students. Said policies shall prohibit the use of any tobacco products within the school buildings, the school facilities, or on the school grounds, or on school buses by any individual, including school personnel.”</li> <li>Any violation of this policy by students shall be referred to the appropriate building administrator. Students who violate provisions of this policy shall be subject to building student discipline procedures.</li> <li>Any violation of the policy by staff shall be referred to the appropriate building administrator. First-time violators shall receive a verbal warning by the appropriate building administrator. Second and third offenses will result in written warnings by the Principal/Headmaster with a copy being placed in the personnel file. Further violations will result in the implementation of progressive discipline by the Principal/ Headmaster.]</li> <li>Visitors who violate the Smoke Free School Policy will be asked to abide by the policy or leave the premises.</li> <li>‘No Smoking’ signs will be posted in the schools.</li> </ol>